

MINUTES

EAST BONNER COUNTY LIBRARY BOARD OF TRUSTEES REGULAR MEETING SANDPOINT, IDAHO Monday, January 8, 2024

WELCOME/ROLL CALL

The meeting was called to order by Chairperson Amy Flint at 4:30 pm and was held in Community Room B of the Sandpoint Branch Library at 1407 Cedar Street in Sandpoint, Idaho. Other trustees present were Jeanine Asche, Judy Meyers, Joan Terrell & Susan Shea via Zoom.

Also present were Director Interim Vanessa Velez and staff members Brendan Mooney and Mary-Claude Margairaz.

Members of the public present: George Rickert.

PUBLIC COMMENTS AND ACKNOWLEDGEMENTS

George Rickert presented a visual of the tech room and expressed concern that the space isn't sufficient with all the interest the tech programs are receiving. He is asking the board to figure out a solution for the kids' sake.

Jeanine Asche asked how often the programs run. Vanessa responded three times a week.

CONSENT AGENDA

- **APPROVAL OF MINUTES**
regular meeting on 12/11/2023
- **COMMUNICATIONS**
- **REPORTS OF COMMITTEES AND DELEGATES**
 - Friends of the Library

APPROVAL OF CONSENT AGENDA

Jeanine Asche moved to accept the consent agenda which includes the approval of the minutes of the regular meeting held Monday, December 11, 2023, the communications and the reports of the committees and delegates of today's meeting. The motion passed with a unanimous voice vote.

REPORT OF THE LIBRARY DIRECTOR

Jeanine Asche stated that the circulation seems to be down.

Judy Meyers asked how much time it takes to put the statistical reports together. Mary-Claude answered that it would take Dawn two to three days a month. Vanessa asked the board of trustees which numbers are important to them. Jeanine Asche thinks the circulation numbers are very important. Joan Terrell pointed out that the bookmobile statistics were missing for a few months and asked about the discrepancies. Jeanine Asche said that numbers are also important for events' planning. Joan Terrell thinks that all the numbers are important, even if it takes three days to produce. Vanessa added that the numbers are used for planning and the annual ICFL survey but maybe not all the numbers are needed.

Brendan said he is talking with the administrative assistant, and they will be looking at software to streamline the process. Jeanine Asche approved of the idea of streamlining information.

Susan Shea thinks that something is wrong with the patrons' percentage statistic. Vanessa stated that the same person coming in and out multiple times gets added to the people counts. Judy Meyers asked why our roof is already needing repairs. Mary-Claude answered that the heat tape is triggering the breaker.

Joan Terrell thinks the music groups that performed in the lobby in December were the best and so appropriate for the library. Amy said a lot of people attended and enjoyed it. She asked that the library continues with performances on an annual basis.

Joan Terrell likes that the sewing program had such a great attendance. Amy agrees and says it is a classic skill.

Judy Meyers gives kudos to the Clark Fork library volunteer and Brenden Bobby.

Joan Terrell asked Brendan Mooney how many new cameras were installed. He responded that 48 new cameras are up.

Judy Meyers presented a motion to accept the Report of the Library Director Interim as submitted. The motion passed unanimously.

TREASURER'S REPORT OF INCOME AND EXPENDITURES

Mary-Claude shared that our auditors are still asking questions and will present the audit at the February 12th board meeting.

Susan Shea agreed to review the "transaction detail by accounts" report each month, alongside Joan Terrell.

APPROVAL OF EXPENDITURES

Joan Terrell made a motion to accept the Treasurer's Report of Income and Expenditures and to pay the expenditures. The motion passed unanimously.

UNFINISHED BUSINESS – none

NEW BUSINESS – none

EXECUTIVE SESSION

Executive Session Idaho Code 74-206 (1) (a): To consider hiring a public officer, employee, staff member or individual agent.

The Trustees voted individually and entered into executive session at 5:25 pm.

Voice votes results:

Jeanine Asche	yes
Amy Flint	yes
Judy Meyers	yes
Susan Shea	yes
Joan Terrell	yes

The Trustees returned from executive session at 6:17 pm.

Action taken after return to open meeting: board will schedule another executive session for January 12 2024.

ADJOURNMENT

Susan Shea moved to adjourn the meeting at 6:18 pm.

The next scheduled meeting will be:

- Regular meeting of the Board of Trustees, 4:30 pm, Monday, February 12, 2024
Community Meeting Room A, Sandpoint Branch Library, 1407 Cedar Street,
Sandpoint, Idaho.

Respectfully submitted,

Mary-Claude Margairaz
Bookkeeper

Date Approved

2/12/2024


Vanessa Velez, Principal Librarian


Amy Flint, Board Chairperson